

EAST BERLIN BOROUGH COUNCIL  
128 Water Street  
East Berlin, PA 17316

October 1, 2014

The first monthly meeting of the East Berlin Borough Council was held October 1, 2014, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

**Members Present:** President Charles Krall; Roberta Teal; Andrew Raymond; Donald Dixon; James LeVan; Jason Wood; and Catherine Lockey (7:05)

**Members Absent:** None.

**Also Present:** Mayor Keith Hoffman; Solicitor Matthew Battersby; David Richards; Julie Kimple; and Wendy Harbaugh

**Adoption of the Minutes:** The meeting minutes of Council's Regular Session on September 3, 2014, were reviewed. *A motion to approve the minutes was made by Andrew Raymond; seconded by Roberta Teal. Motion approved with all in favor.* The meeting minutes of the Council's Work Session on September 24, 2014, were reviewed. *A motion to approve the minutes was made by Andrew Raymond; seconded by Jason Wood. Motion approved with all in favor.*

**Payment of Bills:** A summary of bills for the month of October totaling \$34,420.90 was reviewed. *Roberta Teal motioned to pay the bills for the month of October; seconded by James LeVan. Motion approved with no dissenting votes.*

**Constituents Addressing Borough Council:** David Richards inquired if the permit was renewed for the proposed cell tower project as required every six (6) months. President Krall stated that the agreement extends the feasibility period for six (6) months and that, as far as he knows, the payment was received. Mr. Richards inquired if the Christmas lantern decorations would be coming down this year. President Krall responded that parts have been ordered to repair sensors on some of the lanterns, but due to the lateness in the year, the work would be done while the lanterns remain on the poles. President Krall stated that a new storage facility has been erected by the Lions Club at the rear of Union Cemetery for storing the lanterns in the future.

Julie Kimple and Wendy Harbaugh addressed Council to explain their attendance at this evening's meeting as a student project to promote community service.

**Mayor's Report:** Council was provided the police report for September. Mayor Hoffman reminded Council that Trick or Treat is scheduled for October 31<sup>st</sup> from 6:00 to 8:00 PM. President Krall requested that Mayor Hoffman and the members of the Personnel Committee, including James LeVan, Catherine Lockey, and himself, schedule a meeting with Officer Grim for his input on the hiring of a police officer upon his retirement.

**Fire Company Report:** President Krall stated that a financial report for August activities was received from Liberty Fire Company.

**Engineer's Report:** President Krall reported that the Branch Circle Culvert Replacement Project is nearing completion with the trash bar yet to be installed, and that a signed agreement is needed for the

Traffic Signal Improvement Project within sixty (60) days of the bid opening. The deadline will be November 1, 2014.

**Solicitor's Report:** On the subject of the Traffic Signal Improvement Project, Solicitor Battersby reported his correspondence with Borough Engineer Eric Mains and proposes to draft a contract to address change orders as part of the agreement. Prior to accepting Council's approval, President Krall clarified that drafting the document would incur additional expense from Solicitor Battersby. *Catherine Lockey motioned to have Solicitor Battersby draft a change order contract for the project and that President Krall may sign the document to be ratified by Council; seconded by Andrew Raymond. Motion approved by unanimous vote.*

Regarding the request for provision of police coverage from New Oxford Borough, Solicitor Battersby informed Council of the substantial cost of a unionized police force and legal costs for specialized counsel.

**Committee Reports:**

**Finance:** Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. Roberta Teal mentioned the decrease in cost for streetlight electricity, down \$4,700.00 year-to-date over last year. President Krall reminded Council that the 2015 Budget will be under discussion and to make note of any suggested projects. Donald Dixon mentioned a recent solicitation from an organization offering to paint street address numbers on the curb at the front of Borough properties. It was noted that this organization is not licensed to perform this work and negative comments were listed on an internet website. There was no vendor permit issued for this solicitation in the Borough. President Krall stated that Officer Grim is aware of the failure to obtain a permit and will address the situation.

**Streets/Public Safety and Maintenance:** Andrew Raymond reported that curb painting continues in the Borough and equipment checks will be performed on snow removal equipment this month. Catherine Lockey again mentioned the cracked curbing issue in the area of a storm grate near her home. On the issue of curb maintenance, Donald Dixon questioned the responsibility for weeds growing where the curb joins the road. Mr. Dixon was informed that weed removal is the responsibility of the property owner.

**Planning/Zoning:** None.

**Personnel:** James LeVan requested that the members of the Personnel Committee schedule a meeting to address an expired term on the Planning Commission. Catherine Lockey and Charles Krall agreed to meet with Mr. LeVan on October 8<sup>th</sup> at 3:00 PM.

**Park and Recreation:** Council was provided a copy of the Parks and Recreation Commission meeting minutes of September 11, 2014.

**Unfinished Business:** As discussed at the previous meeting of Council, Roberta Teal reviewed the proposal of the Finance Committee to invest excess Borough funds in Certificate of Deposit Account Registry Service (CDARS) to yield a higher rate of interest, and noted that Susquehanna Bank provided more favorable interest rates than ACNB. The proposed investment includes \$75,000.00 of General Funds for twelve (12) months at .5% interest, \$30,000.00 of General Reserve Funds for twelve (12) months at .5% interest, \$40,000.00 of Refuse Funds for six (6) months at .3% interest, and \$35,000.00 of Liquid Fuels Funds for six (6) months at .3% interest, for a total of \$180,000.00 in CDARS. James

LeVan noted that the Borough stands to gain approximately \$1,000.00 per year in interest from the proposed investments. Catherine Lockey mentioned her concern of penalties for early withdrawal from the certificates if capital is needed unexpectedly. Jason Wood noted that all accounts were reviewed to maintain an adequate minimum balance throughout the year. *Roberta Teal motioned to invest the funds as stated in CDARS provided that early withdrawal penalty conditions are acceptable; seconded by Jason Wood. Per roll call vote, all members of Council approved the motion.*

President Krall reported that a representative from PennDOT's Local Technical Assistance Program (LTAP) is meeting with Robert Meminger tomorrow to review the truck turning conditions at the corner of Abbottstown Street and E. King Street where Sidney's Restaurant was recently damaged. An attempt was made to contact Sarah Annis of Sidney Restaurant regarding the LTAP review but there has been no response. Andrew Raymond stated that he would provide the information to Mrs. Annis.

**New Business:** None.

**Correspondence:**

- Adams County Boroughs Association Newsletter
- Donation Request from East Berlin Community Library
- Gettysburg Chamber of Commerce Breakfast 10/22/14, Hanover Country Club in Abbottstown
- Training and Webinars Available

Andrew Raymond mentioned that grant writing training will be offered at the East Berlin Area Community Center. In response to President Krall's inquiry of the status of roof repairs at the Community Center, David Richards stated that a contractor has not yet been chosen. Mr. Richards reminded Council that a Board Member is needed at the Community Center to represent the Borough. Sherry Brown is a Borough representative member, with the other position currently vacant. President Krall stated that the matter would be addressed.

*Andrew Raymond motioned to adjourn the meeting of the East Berlin Borough Council at 7:52 PM; seconded by Catherine Lockey. Motion approved with all voting in favor.*

Respectfully submitted,

Darlene McArthur  
Secretary/Treasurer of Borough Council